

**MINUTES OF THE REGULAR MEETING OF
THE LITCHFIELD PARK DESIGN REVIEW BOARD
September 5, 2019**

I. Call to Order

The meeting was held in the Conference Room at the Litchfield Park City Hall. Vice Chairman Ledyard called the meeting to order at 7:28 p.m.

Present: Chairman Charnetsky; Vice Chairman Ledyard; and Boardmembers Dudley and Romack.

Absent: Boardmember O'Connor.

Staff Present: Jason Sanks, Planning Consultant, and Pam Maslowski, Director of Planning Services.

II. Pledge of Allegiance

It was noted that the pledge was recited at the Board of Adjustment meeting, held prior to this meeting.

III. Call to the Community

There were no requests to speak.

IV. Business

A. Design Plans for an Addition/Remodel Proposed for 1147 N. Oro Vista

Mr. Sanks stated that this is a proposal to add a guest suite to an existing residence. The addition would be located to the rear of the residence, encompass approximately 640 square feet, and contain a small kitchenette. The application indicates that the roof lines, colors, and materials of the addition will match the existing residence. The proposed windows and doors help to articulate the addition. Based on the elevations provided, Staff does not have any concerns with the appearance and finds that the addition should add value to the existing home and the neighborhood. Approval is recommended.

In response to questions, Phillip Mendoza, the applicant's contractor, confirmed that there was an existing detached garage in the rear of the lot. The addition will be located between the back and the detached garage. It will be in line with the existing exterior wall, and there will be 20 plus feet between the two buildings. He has done the lot coverage calculation and it will be noted on the plans submitted to the building department. Ms. Maslowski noted that it was included on another site plan. Mr. Mendoza stated that the side yard fence will remain, although they may remove a section for access. It will then be rebuilt as it exists now. The distance between the new addition and the fence will be the same distance that the house is now. Boardmember Dudley noted that it appears to be a small unusable space between the house and the addition. Chairman Charnetsky agreed, noting that it would create a space where only leaves and other things will get in and there will be no way to get in and clean it out. Boardmember Romack suggested taking the fence off the corner and tying it into the building corner. Mr. Mendoza stated that is what he planned to do.

Boardmember Romack **moved** to approve the application with the condition that the one piece of fence wall is to come down and the fence wall is to attach to the building corner as discussed and that the colors and materials of the addition are to match the existing; Boardmember Dudley **seconded; unanimous approval.**

B. Design Plans for an Addition/Remodel Proposed for 230 E. Bird Lane

Mr. Sanks stated that this is an application to convert the existing garage to livable space and to add a new garage next to the where the existing garage is now located. The garage will be extended toward the side street which is Castano Drive and will mimic the exterior features of the existing home. The only concern Staff had, understanding that all colors and materials would match, is that the applicant does have an opportunity to provide more articulation, such as a window, on the elevation because it will be extended closer to Castano Drive. Staff does like that the garage does take access from the side. The applicant received a variance at a previous Board of Adjustment meeting, where the side setback was approved. Approval is recommended with, perhaps, a little more articulation against the street view.

Chairman Charnetsky suggested putting a pattern of small high windows that would let light in but not create security issues. Ryan Gilchrist, the applicant, stated that he prefers to put in a window but decided not to put it in the plans because they wanted to keep the same look. They had it designed to be the same window as the south facing wall so it would look like the front of the house. However, around the corner there is currently just a solid wall. They would prefer a window and have no issues putting one in. Boardmember Romack suggested the window match the existing, and Mr. Gilchrist stated the only windows there are large exterior windows. Chairman Charnetsky suggested designing the windows to have the same shape but smaller. It should have the same look. Another option would be three small squares.

Vice Chairman Ledyard **moved** to approve the application with the condition that the colors and materials will match the existing and, if the applicant is going to add windows that they be approved at the Staff level; Boardmember Romack **seconded; unanimous approval.**

C. Design Plans for an Addition/Remodel Proposed for 315 Ancora Drive North

Mr. Sanks stated that this is a request to add a new covered front porch and a new room on to an existing residence located on a corner lot. The room addition will be located on the rear of the residence, behind the garage, and visible from Ancora Drive West. He would like the applicant to provide some clarification how the extension of the front porch would tie into the roofline.

In response to Mr. Sanks' request and additional questions, David Coffman, the applicant, and Karin McMillan, representing the applicant, provided the following information. The existing roof is a 3/12 pitch. The rafters will extend out from the existing top plate and will have a 2/12 pitch at the most. The porch will match the house roof style and have the same roof shingles. Chairman Charnetsky pointed out that it appears that there is a low eave. Mr. Coffman stated that they took that into consideration. The remodel will be very tasteful and will look like a nice ranch home with existing slump block. The roof on the rear addition will be similar to the front. They will take the rafters to the top plate. It will not be a parapet roof; it will be a pitched roof with a very low pitch. They will take the roof back to get the appropriate slope. The addition will be all block with tempered glass. They do not want stucco and frame. He will be planting three 36-gallon Ficus trees. He wants the room for livability for his family.

Mr. Sanks stated that, if the Board is comfortable with the roof pitch, then Staff can support the application. Boardmember Romack pointed out that there are a lot of flat roofs over garages in that neighborhood, so this would not change the look of the neighborhood. He likes the plans because this is a neighborhood that is changing and it is nice that many of the neighbors are trying to spruce up their homes.

Chairman Charnetsky suggested that, if the roof pitch is going to be changed, that it be done behind the existing chimney. Ms. McMillan stated that it would take more roofing, but they are open to doing it. It will provide a little more slope.

Vice Chairman Ledyard **moved** to approve the application as presented and discussed, and with the condition that the colors and materials are to match the existing; Boardmember Romack **seconded; unanimous approval.**

D. Minutes

Boardmember Romack moved to approve the minutes of the July 11, 2019 minutes; Vice Chairman Ledyard **seconded; unanimous approval.**

V. Staff Report on Current Events

Mr. Sanks reported on the progress of the Sun Health/La Loma applications, the City Center General Plan and zoning amendments, and the Zoning Code update.

VI. Boardmembers' Report on Current Events

There were no reports.

VII. Adjournment

Boardmember Romack **moved** to adjourn the meeting; Vice Chairman Ledyard **seconded; seconded; unanimous approval.** The meeting was adjourned at 8:00 p.m.

**APPROVED:
DESIGN REVIEW BOARD**

Susan Charnetsky, Chairman

/pjm